

# INSTRUCTIONS

To access this on-line training, please click on the following link:

<http://training.newmedialearning.com/psh/usarmyima/index.htm>

Follow the easy step by step log-in:

## FIRST SCREEN, AS IT APPEARS WHEN YOU LOG IN

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EXIT

% complete

Drop Down Menu - Click here

←?→

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### User Information

Please enter your Name, Status, Primary Affiliation and Secondary Affiliation.

First Name:

Last Name:

Status:

Primary Affiliation:

Secondary Affiliation:



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Please send comments (page 114a) to [PSHfeedback@newmedialearning.com](mailto:PSHfeedback@newmedialearning.com)

First Name:

Last Name:

Status:

AF	Appropriated Fund (GS)
NAF	Non-Appropriated Fund (NF-NA-CC)
Military	
LN	Host Nation (BA-BB)

## Primary Affiliation

IMA-Europe Headquarters Staff	
USAG-Stuttgart	
USAG-Vicenza	
USAG-Heidelberg	
<b>USAG-Benelux</b>	<b>SELECT THIS ONE !!!</b>
USAG-Franconia	
USAG-Grafenwoehr	
USAG-Hessen	

Secondary Affiliation:

Select Secondary Affiliation - Click Here



**SELECT THE ORGANIZATION YOU WORK FOR – IF NOT LISTED BELOW, SELECT USAG-CHIEVRES !**

USAG-Chievres	USAG-Chievres and SHAPE employees + Others not listed below
USAG-Brussels	USAG-Brussels employees
USAG-Schinnen-NL	USAG-Schinnen employees
90 <sup>th</sup> POSTAL	All, whether in BE or NL
39 <sup>th</sup> Trans	All, whether in BE or NL
Northern Law Center	All, whether in BE or NL
DECA	All locations, serviced by Benelux CPAC
AFN	All, whether in BE or NL
CPAC	Belgium
USNMR	Belgium
EUCOM	All locations, serviced by Benelux CPAC
MTMC (598 <sup>th</sup> )	All locations, serviced by Benelux CPAC
39 <sup>th</sup> Signal	All locations, serviced by Benelux CPAC, to include 128 <sup>th</sup> Signal
7 <sup>th</sup> ATC	All, whether in BE or NL
BRCO Brussels-BE	Belgium
USA NATO	All locations, serviced by Benelux CPAC
650 <sup>th</sup> MI	SHAPE/Chievres
Real Estate	Chievres
NATO Resource Support Center	SHAPE
CPD Chievres	Chievres
HQ 266 <sup>th</sup> Finance	All, whether in BE or NL
66 <sup>th</sup> MI Group	All, whether in BE or NL
MEDDAC/DENTAC	All, whether in BE or NL
79 <sup>th</sup> Medical Detachment	All, whether in BE or NL



NOTES:

1. Status: type AF for GS and WG; NAF for NF and NA; LN for BA and BB
2. Primary Affiliation: USAG-Benelux for everyone !!!
3. Secondary Affiliation: select the organization you work for.
4. Do not forget to click on Record your Input!

**YOU ARE SUCCESSFULLY LOGGED IN? TAKE THE TEST! GOOD LUCK !**



**Welcome to...**

**Preventing  
Sexual Harassment**



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At the end of the presentation, you will be able to print your certificate of completion.  
Please, fax a copy of the certificate to 361-5276 or commercial (0032) 68-275276.

Our office will also be able to track the system to verify completion of training.

For further information, please contact the USAG-BENELUX EEO Office, at 361-5786 or commercial (0032) 68-275786.

**YOUR EEO OFFICE**